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**PALMERSTON NORTH CITY COUNCIL**

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**AGENDA**  
**EXTRAORDINARY**  
**COUNCIL**

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**9AM, MONDAY 18 SEPTEMBER 2017**  
COUNCIL CHAMBER, FIRST FLOOR, CIVIC ADMINISTRATION BUILDING  
32 THE SQUARE, PALMERSTON NORTH

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## MEMBERSHIP

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**Grant Smith (Mayor)**

**Tangi Utikere (Deputy Mayor)**

**Brent Barrett**

**Susan Baty**

**Rachel Bowen**

**Adrian Broad**

**Gabrielle Bundy-Cooke**

**Vaughan Dennison**

**Lew Findlay QSM**

**Leonie Hapeta**

**Jim Jefferies**

**Lorna Johnson**

**Duncan McCann**

**Karen Naylor**

**Bruno Petrenas**

**Aleisha Rutherford**

**Agenda items, if not attached, can be viewed at:**

[pncc.govt.nz](http://pncc.govt.nz) | Civic Administration Building, 32 The Square  
City Library | Ashhurst Community Library | Linton Library

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**Heather Shotter**

**Chief Executive, Palmerston North City Council**

**Palmerston North City Council**

W [pncc.govt.nz](http://pncc.govt.nz) | E [info@pncc.govt.nz](mailto:info@pncc.govt.nz) | P 356 8199

Private Bag 11034, 32 The Square, Palmerston North



## **EXTRAORDINARY COUNCIL MEETING**

18 September 2017

### **MEETING NOTICE**

Pursuant to Clause 21 of Schedule 7 of the Local Government Act 2002, I hereby requisition an extraordinary meeting of the Council to be held at 9.00am on Monday, 18 September 2017 in the Council Chamber, first floor, Civic Administration Building, 32 The Square, Palmerston North, to consider the business stated below.



**MAYOR**

## **ORDER OF BUSINESS**

- 1. Apologies**
- 2. Confirmation of Agenda and Urgent items**

Pursuant to Sections 46A(7) and 46A(7A) of the Local Government Official Information and Meetings Act 1987, to receive the Chairperson's explanation that specified item(s), which do not appear on the Agenda of

this meeting and/or the meeting to be held with the public excluded, will be discussed.

Any additions in accordance with Section 46A(7) must be approved by resolution with an explanation as to why they cannot be delayed until a future meeting.

Any additions in accordance with Section 46A(7A) may be received or referred to a subsequent meeting for further discussion. No resolution, decision or recommendation can be made in respect of a minor item.

## REPORTS

### 3. Approval of international travel for the Mayor

Page 7

Memorandum, dated 11 September 2017 from the International Relations Manager, Toni Grace.

### 4. Exclusion of Public

To be moved:

“That the public be excluded from the following parts of the proceedings of this meeting listed in the table below.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing this resolution

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as stated in the above table.

Also that the persons listed below be permitted to remain after the public has been excluded for the reasons stated.

Chief Executive (Heather Shotter), Chief Financial Officer (Grant Elliott),

General Manager, City Enterprises (Ray McIndoe), General Manager, City Future (Sheryl Bryant), General Manager, City Networks (Ray Swadel), General Manager, Customer Services (Peter Eathorne), General Manager, Libraries and Community Services (Debbie Duncan), Human Resources Manager (Wayne Wilson) and Communications and Marketing Manager (or their representative (name)) because of their knowledge and ability to provide the meeting with advice on matters both from an organisation-wide context (being members of the Council's Management Team) and also from their specific role within the Council.

Legal Counsel (John Annabell), because of his knowledge and ability to provide the meeting with legal and procedural advice.

Governance and Support Team Leader (Kyle Whitfield) and Committee Administrators (Penny Odell, Carly Chang and Rachel Corser), because of their knowledge and ability to provide the meeting with procedural advice and record the proceedings of the meeting.

*[Add Council Officers]*, because of their knowledge and ability to assist the meeting in speaking to their report and answering questions, noting that such officer will be present at the meeting only for the item that relate to their respective report.

*[Add Third Parties]*, because of their knowledge and ability to assist the meeting in speaking to their report/s [or other matters as specified] and answering questions, noting that such person/s will be present at the meeting only for the items that relate to their respective report/s [or matters as specified].



## MEMORANDUM

**TO:** Council

**MEETING DATE:** 18 September 2017

**TITLE:** Approval of international travel for the Mayor

**DATE:** 11 September 2017

**AUTHOR/S:** Toni Grace, International Relations Manager, City Future

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### RECOMMENDATION(S) TO COUNCIL

1. That the Mayor be granted approval to travel overseas to attend the Australasia China City Summit and Business Forum on 25 September 2017 and any associated business and expenses.

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### 1. ISSUE

The Mayor of Palmerston North has been invited to attend and present at the 2017 Australasia China Cities Summit and Business Forum (ACCS/ACBF), held in conjunction with the Royal Melbourne Show (agricultural showcase week), on 25 September 2017.

The ACCS/ACBF is a one-day event attended by over 200 government and trade delegates, mainly from China and Australia. The agenda includes an investment forum and a Cities Summit that presents opportunities and trends related to investment, trade and tourism.

This event presents an opportunity to promote our city and region to two of New Zealand's top export and investment markets. For Chinese business relations in particular, the presence of the Mayor can be a significant drawcard and enabler for doing business, which is why the Mayor's presence at the ACCS/ACBF is sought.

The costs for the Mayor's flight and accommodation will be approximately \$1,600 return and will come from the existing International Relations Budget. The costs for event registration and tickets are covered by the organisers.

The Mayor will be accompanied by the PNCC International Relations Manager and the Director of Spearhead Manawatu.

## 2. BACKGROUND

Last year the Mayor attended the 2016 ACCS/ACBF, along with the Mayor of Rangitikei and representatives from Auckland city. This year builds on the key relationships established then, and provides an opportunity to refine our approach to investment attraction.

In addition, Manawatu/Whanganui is the only New Zealand region represented at the Forum this year, which presents a good opportunity to showcase our region to prospective investors from both China and Australia. The Mayor of Rangitikei is also attending again with a business delegation, and the invitation has been extended to other local Mayors in order to encourage a regional approach.

Another aim of the visit is to build PNCC's strategic relationships in Australia. The visit will include side meetings to discuss future cooperation opportunities, including trade and export promotion with Australia and the Royal Agricultural Society of Victoria.

The event will also be an opportunity to learn about initiatives and outcomes from the 2017 "Australia-China Year of Tourism", in preparation for the 2019 "New Zealand-China Year of Tourism" which aims to attract more Chinese tourists to New Zealand regions.

The Council adopted a policy on "Elected Members' Allowances and Reimbursement of Expenses" policy at its meeting in September 2013. Part of that policy requires prior approval of the Council of all international travel. In accordance with Council policy, approval is sought for the attendance of the Mayor at this event and any associated business.

## 3. NEXT STEPS

Once approved, the Mayor's participation in the ACCS/ACBF will be confirmed and necessary travel arrangements made.

## 4. COMPLIANCE AND ADMINISTRATION

Does the Council have delegated authority to decide?	Yes
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No



**ATTACHMENTS**

Nil

Toni Grace  
**International Relations  
Manager**